

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

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1. DATE OF ORDER 12/08/2011		2. CONTRACT NO. (If any)		6. SHIP TO:			
3. ORDER NO. DTMA-95-P-2012-0041		4. REQUISITION/REFERENCE NO. MMA-PR5100-20120003		a. NAME OF CONSIGNEE U.S Merchant Marine Academy			
5. ISSUING OFFICE (Address correspondence to) U.S.Merchant Marine Academy Division of Procurement USMMA-5206 300 Steamboat Road Kings Point NY 11024-1699				b. STREET ADDRESS U.S. DOT/Maritime Administration 300 Steamboat Road		c. CITY Kings Point	
				d. STATE NY		e. ZIP CODE 11024-1699	
7. TO: Joe Parker				f. SHIP VIA			
a. NAME OF CONTRACTOR JRP DESIGN LIMITED LIABILITY COMPANY				8. TYPE OF ORDER			
b. COMPANY NAME				<input checked="" type="checkbox"/> a. PURCHASE			
c. STREET ADDRESS 118 Seacord Rd				REFERENCE YOUR:			
d. CITY New Rochelle				e. STATE NY			
				f. ZIP CODE 10804-3119			
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE Dept. of Museum			
11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT Destination			
<input checked="" type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. EMERGING SMALL BUSINESS <input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED							
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 12/31/2011		16. DISCOUNT TERMS	
a. INSPECTION Destination		b. ACCEPTANCE Destination					
17. SCHEDULE (See reverse for Rejections)							
ITEM NO. (a)	SUPPLIES OR SERVICES (b)			QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
	Admin Office: U.S.Merchant Marine Academy Division of Procurement USMMA-5206 300 Steamboat Road Kings Point NY 11024-1699 Continued ...						
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)	
21. MAIL INVOICE TO:							
a. NAME		MARAD A/P INVOICES				\$2,500.00	
b. STREET ADDRESS (or P.O. Box)		P.O. BOX 25710					
c. CITY		OKLAHOMA CITY		d. STATE OK		e. ZIP CODE 73125	
						\$2,500.00	
22. UNITED STATES OF AMERICA BY (Signature)				23. NAME (Typed) Maxmillian Diah TITLE: CONTRACTING/ORDERING OFFICER			

CONTRACT NO. (if any)

SUPPLEMENTAL INVOICING INFORMATION

If desired, this order (or a copy thereof) may be used by the Contractor as the Contractor's invoice, instead of a separate invoice, provided the following statement, (signed and dated) is on (or attached to) the order: "Payment is requested in the amount of \$ _____. No other invoice will be submitted." However, if the Contractor wishes to submit an invoice, the following information must be provided: contract number (if any), order number, item number(s), description of supplies or service, sizes, quantities, unit prices, and extended totals. Prepaid shipping costs will be indicated as a separate item on the invoice. Where shipping costs exceed \$10 (except for parcel post), the billing must be supported by a bill of lading or receipt. When several orders are invoiced to an ordering activity during the same billing period, consolidated periodic billings are encouraged.

RECEIVING REPORT

Quantity in the "Quantity Accepted" column on the face of this order has been: ☐ inspected, ☐ accepted, ☐ received by me
and conforms to contract. Items listed below have been rejected for the reasons indicated.

SHIPMENT NUMBER	PARTIAL	DATE RECEIVED	SIGNATURE OF AUTHORIZED U.S. GOV'T REP	DATE
	FINAL			
TOTAL CONTAINERS	GROSS WEIGHT	RECEIVED AT	TITLE	

REPORT OF REJECTIONS

[illegible]

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE NO

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ORDER NO.

12/08/2011

DTMA-95-P-2012-0041

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>Accounting Info: 70X8503000 2012 6GBMUSE001 0000510000 25215 61006600 Period of Performance: 12/09/2011 to 12/31/2011</p> <p>Graphic design in support of Convoy! exhibit</p> <p>Design graphics for Convoy! exhibit</p> <p>Statement of Work Design and Publication Support of Convoy! Museum Exhibit</p> <p>Contractor will perform the following tasks in support of the forthcoming exhibit entitled Convoy! Supplying Allied Victory in World War II at the American Merchant Marine Museum in Kings Point, New York. All work should be submitted as electronic files to Museum NLT 12/31/2011, preparatory to January 12, 2012 exhibit opening. All design work should be vector-based and done in a recent version of Adobe Illustrator. The contractor will be responsible for:</p> <ol style="list-style-type: none"> Design four (4) vinyl banners for exterior use <ul style="list-style-type: none"> One banner to hang outside Museum 8 ft wide x 3 ft long Three vertical Banners for Lamp Posts 30 in. wide x 72 in. high Design a four-color flyer for distribution by mail <ul style="list-style-type: none"> 8-1/2 x 11 4 colors Design two banners for internal display in the Museum <ul style="list-style-type: none"> Two large vertical banners to flank foyer entrance 3 ft wide x 6 ft high, with separate artwork on each on either side of door, Design, produce and deliver an exhibit logo for production on mugs, posters, banners, and publicity <ul style="list-style-type: none"> Adobe Illustrator vector-based format <p>Continued ...</p>	1	EA	2,500.00	2,500.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$2,500.00

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

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	<p>Payment on delivery of all above electronic files as per above criteria. The Museum's point of contact is Joshua Smith, Interim Director, smithj@usmma.edu.</p> <p>Douglas Pader, Contract Specialist DOT/MARAD U.S. Merchant Marine Academy Kings Point, New York 11024 telephone: (516) 726-5840 e-mail: paderd@usmma.edu fax: (516) 773-5251 DUNS 028590063</p> <p>The total amount of award: \$2,500.00. The obligation for this award is shown in box 17(i).</p>					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$0.00

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COMMERCIAL CLAUSES**1 52.252-02 CLAUSES INCORPORATED BY REFERENCE**

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://acquisition.gov/far/current/html/FARTOCP52.html>

Clause	Title	Date
52.222-03	Convict Labor	June 2003
52.232-01	Payments	April 1984
52.232-08	Discounts For Prompt Payment	February 2002
52.232-25	Prompt Payment	October 2008
52.232-33	Payment by Electronic Funds Transfer-Central Contractor Registration	October 2003
52.243-01	Changes--Fixed Price	August 1987
52.246-01	Contractor Inspection Requirements	April 1984
52.249-04	Termination for Convenience of the Government (Services) (Short Form)	April 1984
52.249-08	Default (Fixed-Price Supply and Service)	April 1984